

ABSTRACT OF THE DISCLOSURE

A management tool for a professional services firm that is operable to use historical billing information for a plurality of like, but completed matters to provide useful management information. More specifically, the tool is operable to determine an
5 estimate for a new matter using the historical billing information; calculate the number of professional hours and grade of fee earner for that new matter in order to meet an estimated fee, again, using the historical billing information and provide an indication of the cost as a function of time for both the historical matters and the new matter. The tool is also operable to provide a report that includes a plot of costs incurred as a function of
10 time for the historical information and the new live matter, so that a direct comparison can be made, as well as information relating to historical costs and current costs, and a billing analysis.